

Eldred Township Supervisors
Regular Meeting
March 11, 2024

This meeting was held at the Eldred Township Building.

Call to order at 4:27 PM by Chairman Greeley.

The meeting was opened with a salute to the flag.

Roll Call: Supervisors Gordon Greeley, John MacBeth, and Laird Raybuck in attendance.

PUBLIC COMMENT PERIOD:

Steve Durante asked for a letter from the Township stating that the new septic system that he wants to install is a repair and that there was a rudimentary septic system on his property. He wants to build on the property and needs a sewage permit to get the building permit. The SEO denied an application for a sewage permit after testing the soil on Mr. Durante's property and finding that it would not adequately support an on-lot sewage disposal system. The SEO referred Mr. Durante to an engineer. The engineer applied to DEP for approval to repair the septic system with a treatment system that would discharge treated effluent to a stream. DEP would approve the system if it is considered a repair, but not if it is considered new. Mitchell Fleming of DEP performed a site inspection and told Mr. Durante that he did not observe evidence of a malfunctioning septic system or a malfunctioning dwelling, and that any new system installed would be considered new construction and would have to follow current regulations. Mr. Durante said that there was an old bus used as a camp that was removed. He said that there was a rudimentary septic tank, which was also removed. The tank was a tile culvert pipe standing on end and Mr. Durante said that he smashed it up and used it for driveway fill. There was also a cast iron drainpipe. He dug up the remains of the septic, showing the pipe leading to the former tank and invited the Supervisors to come to his property to look. He took pictures of what he uncovered and sent them to DEP but hasn't heard anything back from them. Supervisor MacBeth and Chairman Greeley both remember seeing a bus on the property but have no way of knowing if a septic system was hooked up to it. The Supervisors are not opposed to Mr. Durante installing a system and suggested that Mr. Durante ask both the SEO and DEP to come to his property to see what was uncovered. The matter was tabled pending further investigation and any responses that Mr. Durante receives from the SEO and DEP.

Supervisor Raybuck made a motion to approve the February 12, 2024 Regular Meeting Minutes. The motion was seconded by Chairman Greeley. Vote: 3 ayes. Motion carried.

Total Receipts (February 1, 2024 to February 29, 2024): \$52,191.43

Total Expenditures (February 1, 2024 to February 29, 2024): \$51,558.87

Total Balance (all accounts) on February 29, 2024: \$141,108.00

Supervisor Raybuck made a motion to acknowledge receipt of the Treasurer's Report. The motion was seconded by Chairman Greeley. Vote: 3 ayes. Motion carried.

Chairman Greeley made a motion to approve payment of the invoices for February 2024, in the amount of \$40,049.62. The motion was seconded by Supervisor Raybuck. Vote: 3 ayes. Motion carried.

Chairman Greeley made a motion to approve payment of the payroll expenses for February 2024, in the amount of \$11,509.25. The motion was seconded by Supervisor Raybuck. Vote: 3 ayes. Motion carried.

ROAD REPORT:

The road crew has been out patching potholes and working on the trailer so it can be inspected.

UNFINISHED BUSINESS:

1. The Greater Jefferson Area Council of Governments (COG) has advertised the bid opening for the stone and oil. The amounts approved in February are being bid for Eldred Township. The COG is holding the bid opening at the Rose Township Municipal Building on Monday, March 25, 2024 at 6:00 PM.

NEW BUSINESS:

1. The preliminary plans for the new bridge on Bottom Road were displayed at the public meeting held on March 4, 2024 at the Eldred Township Building. Greg Ulisse from Gibson-Thomas Engineering gave a presentation on the plans and solicited public comment on the design. The preliminary plans for the new bridge show that it is being designed for 30 MPH travel, will have a span of 42 feet, and two 10-foot lanes of travel. Chairman Greeley said that

the Fire Chief for Sigel Volunteer Fire Department attended the meeting for public officials and asked if a dry hydrant could be placed if the fire department supplies the materials. Greg Ulisse said that he would check on it and ask if it could be put into the proposal for the construction contractor to work with the fire department on the design and placement.

2. The Secretary asked if the Supervisors would consider rescheduling the April 8th Regular Meeting due to the solar eclipse. She would like to have the day off to view the eclipse.

Supervisor Raybuck made a motion to disapprove of a change in date for the April Regular Meeting of the Board of Supervisors. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

The Supervisors decided to make a temporary recording of the meeting to allow the Secretary to prepare an official written record of the meeting.

Resolution 2024-2 establishes that temporary recordings of meetings do not constitute an official public record of any official Township meeting, that all electronic recordings of public meetings will be used for the sole purpose of preparing the official written record of the meeting, and that all electronic recordings of public meetings will be destroyed upon final approval of the official written minutes of the meeting.

Chairman Greeley made a motion to adopt Resolution 2024-2 which establishes a policy for the disposal of electronic recordings of public meetings upon final approval of the official written minutes of the meeting. The motion was seconded by Supervisor Raybuck. Vote: 3 ayes. Motion carried and resolution adopted.

3. The Directors of the Sigel Civic Center sent a letter to the Township asking for a donation.

Supervisor MacBeth made a motion to approve a donation in the amount of \$100.00 to the Sigel Civic Center. The motion was seconded by Chairman Greeley. Vote: 3 ayes. Motion carried.

4. Acquire Timber LLC sent two letters to the Township requesting the assignment of a name for two access roads that will be designated as private roads. Three road names were submitted for each assignment requested.

Supervisor Raybuck made a motion to approve Turkey Hollow Road as the name of the private road accessing tax map number 09-200-0100. The motion was seconded by Chairman Greeley. Vote: 3 ayes. Motion carried.

Supervisor Raybuck made a motion to approve Gobbler Ridge Road as the name of the private road accessing tax map number 09-220-0105. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

5. A discussion was held about requiring written estimates for equipment repairs. Supervisor MacBeth feels that written estimates are a good idea for transparency and would show exactly what service and parts are being quoted. Supervisor Raybuck said that it would give the Township a record of the quote for the books.

Supervisor MacBeth made a motion to require written estimates that include the scope of work for any repairs expected to cost \$5,000.00 or more. The motion was seconded by Supervisor Raybuck. Vote: 3 ayes. Motion carried.

6. Six companies were contacted for quotes for the excavating work the Township needs for the McManigle Road culvert replacement. All were told that the Township would be supplying the materials needed and all were given the erosion and sedimentation control plan developed for the project by Jefferson County Conservation District.

Two quotes were received prior to the meeting:

- PA Hardscape & Excavation \$18,582.00
- Wilson Excavating Services \$15,180.00

One quote was received at the meeting:

- Fleming Contracting \$4,155.00

Chairman Greeley made a motion to accept the price proposal from Fleming Contracting for \$4,155.00. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

7. Debbie Stewart prepared a quote for short-term and long-term disability insurance from Guardian. The short-term disability insurance is quoted for a \$77.32 monthly premium or \$927.84 annual premium and the long-term disability insurance was quoted for a \$64.15 monthly premium or \$769.81 annual premium. After discussion, Chairman Greeley made a motion to approve the purchase of disability insurance at the quoted premium price for all employees and to replace the paid accumulated sick time with the disability insurance for catastrophic illness or injury. The motion was seconded by Supervisor Raybuck. Vote: 3 ayes. Motion carried.

8. The property insurance coverage amounts were reviewed. A new dump bed was purchased for the 2004 International and a conveyor belt and drag box were all purchased in 2023. After discussion, Chairman Greeley made

a motion to cover everything that the township now owns. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

9. The purchase of a new truck was discussed. Unless the vehicle is purchased from a COSTARS vendor, the purchase must be put out for bid. Chairman Greeley talked to Ascendance Truck Center in Clarion and was told that they were having two trucks built. Ascendance is a COSTARS vendor. They gave Chairman Greeley a quote for \$115,046.52 for a new truck (cab and chassis) that is supposed to have an automatic transmission, everything needed to haul a trailer, and a gross vehicle weight that wouldn't require a driver to have a CDL.

The 2001 International truck won't pass inspection because of damage to the frame. It was taken over to have the frame evaluated for possible repair, and it will cost more to fix than was paid for the truck. Chairman Greeley said that the bed from the 2001 could be put on the new truck. He would then like to use Municibid to sell the 2001 International and any other trucks or equipment not running or being used. He suggested using the remaining liquid fuels major equipment fund balance and the ARPA funds to buy the truck and then getting a loan to put the bed on it. Stephenson Equipment could install hydraulics, the bed, and plow. Stephenson Equipment is a COSTARS vendor.

Chairman Greeley made a motion to accept the quote of \$115,046.52 for a new 2025 International truck from Ascendance Truck Centers. The motion was seconded by Supervisor MacBeth. Vote: 3 ayes. Motion carried.

Chairman Greeley made a motion to hire Stephenson Equipment to put the hydraulics and bed on the new truck and to sell all trucks and plows not being used on Municibid and if it doesn't sell, to scrap it.

There were not enough funds budgeted for major equipment to cover the purchase of a new truck. A resolution will be needed to amend the budget and list the line items that the funds will be taken from. The Supervisors prepared Resolution 2024-3 to amend the budget and transfer specific amounts of line items in the budget to fund the major equipment purchase expenditure.

The transfers contained in Resolution 2024-3:

\$2,500	409.25 shop supplies to 430.74 major equipment purchase
\$1,700	409.324 utilities cell phones to 430.74 major equipment purchase
\$5,000	409.491 UST inspection to 430.74 major equipment purchase
\$3,000	430.33 purchase diesel fuel to 430.74 major equipment purchase
\$7,000	432.24 winter maintenance – materials to 430.74 major equipment purchase
\$7,500	437.00 equipment repairs to 430.74 major equipment purchase
\$17,000	438.12 road crew hourly rate to 430.74 major equipment purchase
\$10,000	438.24 materials & supplies to 430.74 major equipment purchase
\$2,500	472.206 interest – grader loan to 430.74 major equipment purchase
\$10,000	487.00 employee healthcare premium to 430.74 major equipment purchase

OTHER SUPERVISOR COMMENTS OR CONCERNS:

1. Chairman Greeley said that the new website is up and running. The address is: www.EldredTownshipJeffersonCounty.com.

2. Supervisor MacBeth asked if equipment should be put on a five-year replacement plan.

Supervisor Raybuck made a motion to adjourn at 6:50 PM. The motion was seconded by Chairman Greeley. Vote: 3 ayes. Motion carried and meeting adjourned.

The next regular meeting will be held at the Eldred Township Building on April 8, 2024, at 4:30 pm.

Lisa Kelso,
Secretary